Approved For Release 2005/11/21: CIA-RDP70-00211R000509240056-8 grif 3

CONFIDENTIAL

DD/B APTN : SPA-DD/S

CLA Records Administration Officer

Secure Area for 1010-1012 Quarters Kye

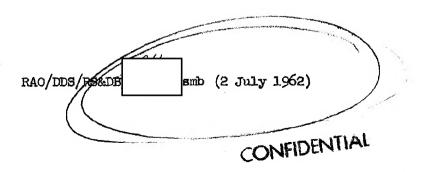
- 1. In compliance with memorandum dated 7 June 1962 from Deputy Direcotr (Support), Subject: Request for Secure Areas in Honoguarters Buildings, this office has reviewed the attached request.
- 2. The securing of rooms 1010-1012 Quarters Eye will permit the release of (4) four drawer sombination locked safes. The records contained in these safes will be placed in either five drawer file cabinets or on steel shelving.
- 3. The establishing of this secure area will also permit the much desired centralisation of ordnance drowings and specifications that are presently, due to lack of a secure area, filed in another office.
- 4. As the establishing of this vault area will increase the efficiency of the office and result in a more economical means of filing records, I recommend that this request be approved.

Distribution:

25X1

Orig - addressee

- 1 Office of Security
- 1 Office of Logistics
- 1 SPA-DD/S
- 1 RMS File



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FORM NO. 237 Replaces Form 30-4 which may be used.

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